

Strand# 1: Societal / Ethical Issues

Skills	Curr. Obj.	Activity Description	Date
Can My Students...			
Define the Glossary terms for Societal/Ethical Issues	Varies		
Discuss how a computer helps people work and play.	1.01		
Name the physical parts of a computer (CPU, Monitor, Keyboard, Mouse, etc.)	1.02		
Understand how to treat a computer with respect	1.03		
Discuss why we should give credit to people who own internet resources	1.04		
Open a prepared or start a new drawing document, draw a picture, print and save the document	1.05		

Strand# 3: Spreadsheet

Skills	Curr. Obj.	Activity Description	Date
Can My Students...			
Define the Glossary terms for Spreadsheet	Varies		
Understand how Graphs can organize information	1.06		
Use Graphing Software to collect, organize and display data	2.01		
Recognize a spreadsheet and how it is used to calculate data	1.07		

Strand# 4: Word Processing / Keyboarding / Desktop Publishing (DTP)

Skills	Curr. Obj.	Activity Description	Date
Can My Students...			
Define the Glossary terms for Word Processing / Keyboarding / DTP	Varies		
Open a Prepared Word Processing Document, Enter and/or Edit Words and Numbers and Save	1.08 2.02		
Locate number, letter and special (shift, enter, backspace) keys on a keyboard	2.03		

Strand# 5: Multimedia/Presentation

Skills	Curr. Obj.	Activity Description	Date
Can My Students...			
Define the Glossary terms for Multimedia	Varies		
Recognize characters of Multimedia in a Presentation (Images, Text, Video, Etc.)	1.09		
Use Multimedia to understand sequential order or Beginning, Middle and End	1.10		
Understand how to select appropriate materials for a project(images, video, content, etc.) and how the owner is affected if we don't give credit	1.11 1.12		
Use prepared multimedia presentations to learn curricular topics	2.04		

Strand# 6: Telecommunications/Internet

Skills	Curr. Obj.	Activity Description	Date
Can My Students...			
Define the Glossary terms for Telecommunications /Internet	Varies		
Discuss how people use the internet at home to get information	1.13		
Use teacher selected Internet Resources to discuss a topic related to the curriculum.	1.14 2.05		
Use teacher selected Internet Resources to discuss appropriate use of the Internet	1.14 2.06		

